

**CHILD CARE LICENSING ADVISORY COMMITTEE  
MEETING MINUTES**

11 September 2014  
Cannon Health Building, Room 128  
288 North 1460 West  
Salt Lake City, UT

**Members Present:** Dale Smith, Jessica Goodman, Ilse Wilson, Julie Shakib, and Cindy Smith.

**Members Absent:** Joni Hemond and Nicole Cunard.

**Department of Health and Child Care Licensing Staff Present:** Marc Babitz, Teresa Whiting, Simon Bolivar, Jessica Strout, Joyce Hasting, Kathleen Sanders, Sue Kirkham, and Jennifer Franchow.

**WELCOME**

Mr. Smith welcomed the members of the committee and the public.

**OLD BUSINESS**

Minutes from last meeting were approved (July meeting was canceled.)

**NEW BUSINESS**

**Introduction of Advisory Committee Members**

Mr. Smith introduced the new committee members and spoke about the function and responsibility of the committee.

- Dale Smith, Child Development Expert. Term: September 30, 2015.
- Julie H Shakib, Pediatrician. Term: September 30, 2016.
- Joni Hemond, Pediatrician. Term: September 30, 2015.
- Ilse Wilson, Licensed Family Child Care Provider. Term: September 30, 2018.
- Cindy Smith, Licensed Family Child Care Provider. Term: September 30, 2016.
- Nicole Cunard, Consumer. Term: September 30, 2018.
- Jessica Goodman, Consumer. Term: September 30, 2018.
- Vacant, Licensed Family Child Care Provider.
- Vacant, Certified Residential Child Care Provider.

**Proposed required training for CMV**

Stephanie Browning McVicar, Au.D., CCC-A Utah Early Hearing Detection and Intervention (EHDI) Director, State of Utah Department of Health.

Ms. McVicar provided a video and presentation on the effects of Cytomegalovirus (CMV) and proposed requiring CMV training for home based providers and staff.

Ms. Shakib asked Mr. Bolivar if this training would count as face-to-face training for provider. Mr. Bolivar replied, "Yes, it would count towards face-to-face training."

There was not a recommendation to make this training a requirement.

Dr. Marc Babitz stated Child Care Licensing has rules that provide training around environmental protection and sanitation. Mr. Babitz recommended continuing the training on environmental protection and sanitation to create a healthy environment and disease prevention.

Ms. Shakib stated sanitation does help in preventing diseases.

### **Advisory Committee By-Laws**

Mr. Bolivar spoke about the function and responsibility of the committee. The committee will advise the department of rules for home based providers only. The By-Laws will need to be updated and to reflect any needed changes. Mr. Bolivar requested change recommendations to be sent to him no later than September 30, for review by the legal department.

### **Administrative Rules and Procedures for the Committee**

The committee reviewed the following Utah Codes.

- 26-39-101. Utah Child Care Licensing Act
- 52-4-202. Utah Public Meetings

Mr. Smith asked Mr. Bolivar what the difference was between law and rule. Mr. Bolivar provided a brief explanation of statute and rule. Providers need to follow the rules and the rules should not go above and beyond statute.

### **Results from Survey to Child Care Providers**

Mr. Bolivar updated the committee with the results from the center committee survey to child care providers. It was determined that most of the participants were home providers and a majority requested rule clarification. Mr. Smith asked Mr. Bolivar if someone on his staff could take the comments and categorize them by rule. Mr. Bolivar agreed to the request.

Ms. Wilson asked Mr. Bolivar for a list of comments from the survey. Mr. Matherly responded to Ms. Wilson stating, "I sent a copy of the comments to Mr. Smith."

## **AGENCY AND COMMITTEE UPDATES**

Mr. Smith reported the Center Licensing Committee has met twice. The Center Licensing Committee will meet on the same day as the Home Advisory Committee.

Mr. Matherly reported updates on the QRS steering committee. Two pending issues could affect the QRS steering committee. The first issue is a proposed senate bill that would affect the Human Services Rules and Regulations. The second issue is a senate bill that would affect the funding which would affect the program by mandating a parent tiered payment system and require a publisher rating system. A decision was made to hold off on the changes within the QRS system until further notice.

Mr. Bolivar reported the progress on implementation of the universal clearance card. The card-printing machine has been ordered. The background clearance forms will be updated once the machine has been received and until then the current background clearance forms should be used.

Mr. Smith adjourned the meeting at 12:35 p.m.

The next meeting is November 13, 2014, from 11:00 am- 12:30 pm in Room 128 of the Cannon Health Building at 288 North 1460 West in Salt Lake City.